Meeting Minutes
October 17, 2013

Agenda

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, September 19, 2013
3) Financial Report
4) Old Business
   a. Central Pool budget
      1. Uncommitted balance/Discussion of Major Project Funding
      2. Added category: PaperCut (printing) support ($21,032)
5) New Business
   a. College of Engineering Unusual Expense request (see handouts)
6) Good of the order
7) Adjourn

Members Present: Eliot Winer (Chair), Alex Ramirez (Vet Med), Alshaya Mallar (Vet Med) Divya Mistry (CVM), Peter Huffman (ENG), Adam Abbott (LAS), Gaylan Scofield (CALS), Mervyn Marasinghe (LAS), Kyuho Lee (HS), Mike Wilson (ITS), Ekaterina Sinitskaya (LAS), LaDon Jones (Eng), Greg Davis (LIB), Arne Hallam (LAS)

Ex-Officio Members Present: Jim Davis (CIO), Allan Schmidt (CELT), Brent Swanson (ITS)

1. Meeting called to order by Eliot Winer, Chair
   a. Mike Wilson was seated as a substitute for Jim Twetten, representative of ITS.

2. Approvals
   a. Agenda – Peter Huffman moved to approve the agenda. Mervyn Marasinghe seconded. Committee voted to approve.
   b. Minutes from September 19, 2013 meeting – Mike Wilson brought forward a change to the wording in the minutes from Jim Twetten under the ‘Learning and Teaching Needs Assessment’. There were no objections to the changes. Gaylan Scofield moved to approve the meeting minutes for September 19, 2013. Peter Huffman seconded. Committee approved the minutes with the changes.

3. Financial Report
   Financial report – Brent Swanson provided information regarding the budget and financial overview for CAC.

4. Old Business
a. **Central Pool Budget**

Eliot Winer asked that the committee discuss the Papercut support item first.

1. **Added category: PaperCut (printing) support ($21,032)** – Brent Swanson discussed the request to add support for a partial staff member, Papercut software expenses, and VM server to CAC. This would eliminate the need to charge departments .0025 for every page printed. Alex Ramirez asked that the support be increased to $25,000 as a cushion for future increases in software and personnel. Peter Huffman moved to approve. Alex seconded. Motion passed.

2. **Uncommitted balance/Discussion of Major Project Funding** – Eliot discussed moving forward with caution on appropriating money due to the amount of money involved. Mike Wilson discussed techstarter website that is going into production. It is similar to Kickstarter where people can crowdsource ideas. Divya said the benefit of a survey could separate what students are requesting for products. Jim Davis discussed that ITS is currently putting together a plan for wireless expansion. Mervyn requested that we need to ask students about wireless, with Alex also stating it is worthwhile to get opinions from the students. Eliot requested members go back and ask unit leaders if they have educational items that need funded. Eliot mentioned that techstarter could be used as a persistent/ongoing tool to see what students are thinking about technology. Greg stated that it would be nice to offer incentive for ideas and so there was discussion on offering Papercut subsidies and iPads.

5. **New Business**

   a. **College of Engineering Unusual Expense Request** – Request from Engineering to fund purchase of chairs to accommodate larger student course sizes. Alex Ramirez moved to approve. Mervyn Marasinghe seconded. Motion approved.

6. **Good of the Order**

   None

7. **Adjourn**

   Arne Hallam moved to adjourn. Gaylan Scofield seconded. Motion passed, meeting was adjourned.

Brent Swanson
IT Services